2016-17   School Calendar System (SPC)

August 2016			
System	**Category**	**Date**	**Action Item**
SPC	OMFP	Monday, August 08, 2016	**Collection Opens** for October 1 MFP data submissions. **Data Collected:** SPC planned district and site calendar data. **Reports to run and verify after each submission:** Run SPC Calendar Listing Report (Verify instructional minutes). *Refer to SPC User Guide under the SPC tab on the LDOE INSIGHT Coordinator Portal.*
SPC	OCLASS	Monday, August 08, 2016	**Collection Opens** for October 1 CLASS data submissions. **Data Collected:** SPC planned district and site calendar data. **Reports to run and verify after each submission:** Run SPC Calendar Listing Report (Verify instructional minutes). *Refer to SPC User Guide under the SPC tab on the LDOE INSIGHT Coordinator Portal.*

September 2016			
System	**Category**	**Date**	**Action Item**
SPC	OMFP	Friday, September 30, 2016	**Deadline** for error-free SPC planned district and site calendar submissions for October 1 MFP collection (required for SIS October 1 MFP submissions).

November 2016			
System	**Category**	**Date**	**Action Item**
SPC	OCLASS	Friday, November 11, 2016	**Deadline** for error-free SPC planned district and site calendar submissions for October 1 CLASS collection (required for SIS October 1 CLASS submissions).

January 2017			
System	**Category**	**Date**	**Action Item**
SPC	FMFP	Monday, January 16, 2017	LDOE: Rollover all SPC planned calendars from October 1 CLASS collection to February 1 MFP collection
SPC	FMFP	Monday, January 16, 2017	**Collection Opens** for February 1 MFP data submissions. **Data Collected:** SPC planned district and site calendar data. **Reports to run and verify after each submission:** SPC Calendar Listing Report (Verify instructional minutes). *Refer to SPC User Guide under the SPC tab on the LDOE INSIGHT Coordinator Portal.*

February 2017			
System	**Category**	**Date**	**Action Item**
SPC	FMFP	Friday, February 10, 2017	**Deadline** for error-free SPC planned district and site calendar submissions for February 1 MFP Collection (required for SIS February 1 submissions).

2016-17   School Calendar System (SPC)

March 2017			
System	**Category**	**Date**	**Action Item**
SPC	EOY	Monday, March 06, 2017	**Collection Opens** for EOY data submissions. **Data Collected:** SPC final/actual district and site calendar data. <u>**Reports to run and verify after each submission:**</u> SPC Calendar Listing Report (Verify instructional minutes). *Refer to SPC User Guide under the SPC tab on the LDOE INSIGHT Coordinator Portal.*

June 2017			
System	**Category**	**Date**	**Action Item**
SPC	EOY	Friday, June 02, 2017	**Deadline** for error-free SPC final/actual district and site calendar submissions for EOY collection (required for SIS EOY submissions).